



Ваш надійний помічник

# Commercial, business representative

📍 Київ,

Компанія: Diuna Group sp. z o.o.

Рубрики: [Офісний персонал](#), [Робота за кордоном](#)

## Побажання до співробітника

Освіта:	не має значення
Досвід роботи:	бажано
Графік роботи:	повний робочий день

## Опис вакансії

Diuna Group sp. z o.o., a Warsaw-based professional translation service provider is looking for an energetic and knowledgeable representative who can help the company tap into a new market and open a local office in Kyiv.

You will be responsible for:

- establishing and managing our Kyiv office,
- establishing business relationships with clients and local service providers,
- liaison with local authorities, institutions, and banks,
- conducting business on behalf of the company,
- recruiting and managing the team.

Candidate requirements:

- good knowledge of the tax, administrative, commercial, and labour code in Ukraine,
- understanding of the business and economy environment in Ukraine,
- proactivity, creativity, independence, self-motivation,
- excellent command of English,
- Kyiv-based Ukrainian native speaker,
- superb presentation and communication skills,
- knowledge of Russian and Polish will be an extra advantage,
- experience in translation and related industries is welcome,
- good to have past business experience as a sole entrepreneur or company representative.

If interested, please send your CV in English to: [jobs@diuna.biz](mailto:jobs@diuna.biz)

## Контактна інформація

Контактна особа: MartaFlorczyk

Сайт: <https://diuna.biz/>

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Warsaw